

**GOVERNMENT OF TELANGANA**  
**ABSTRACT**

Revenue Department – Issue of income Certificate by Revenue Authorities – Deputy Tahsildars in Tahsil Office authorized as “Competent Authority” - Orders – Issued.

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**Revenue (Ser.II) Department**

G.O.RT.No. 233

Dated: 25/05/2016

Read the following:-

- 1) Government Memo No. 24209/ Ser.II(1)/ 2015-1, dt.11.12.2015.
- 2) From the CCLA,Telangana State, Hyderabad Lr.No.CMRO-1/58/2014-1, dt 13.1.2016

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**ORDER:**

At present, Tahsildars / Deputy Tahsildars are issuing Income Certificates for various purposes including School Admission, Fee Reimbursement, Scholarship Schemes, SC/ST/BC/Minority Corporation loans and other Govt Schemes, Bank loans etc Government have felt that, White Ration Cards are issued for BPL families only and when they require Income Certificate, white Ration Card should be enough proof of their Income status. Further, Income Certificates are being issued annually. This is causing hardships to people as they have to approach the Revenue authorities repeatedly. Several representations have been received regarding hardships in getting the Income Certificates by the Public from Revenue authorities.

2. The Chief Commissioner of Land Administration, T.S., Hyderabad who was consulted in the matter, has furnished certain suggestions to Government to authorize Deputy Tahsildar in Tahsil office as competent authority for issue of Income Certificate duly relaxing the Tahsildars from the responsibilities and ensure the Joint Collectors to authorize digital signature key to Deputy Tahsildars.

3. After careful examination, Government hereby accept the recommendations of the Chief Commissioner of Land Administration, Telangana, Hyderabad and hereby order to authorize Deputy Tahsildars for issue of Income Certificate as per Annexure of the orders in Tahsil as competent authority duly reliving the Tahsildars from responsible of issue of income certificates at an earliest and Joint Collector to authorize Deputy Tahsildars Digital Signature Key. The validity of Income Certificate shall be for a period of one (01) year.

4. The Chief Commissioner of Land Administration, Telangana, Hyderabad and all District Collectors shall take necessary further action accordingly.

**(BY ORDER AND IN THE NAME OF GOVERNOR OF TELANGANA)**

**B.R.MEENA**  
**PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Chief Commissioner of Land Administration, Telangana, Hyderabad.

All the District Collectors.

All the Departments of Secretariat with a request to take necessary action and communicate their HODs.

**Copy to:**

The PS to Secretary to Chief Minister

The PS to Deputy C.M. (Revenue)

The PS to Principal Secretary to Government, Revenue Dept, Telangana State.  
Sf/Sc.

**//FORWARDED :: BY ORDER//**

**SECTION OFFICER.**

**PRESCRIBED FORMAT**

**ANNEXURE  
INCOME CERTIFICATE**

This to Certify that the annual income from all sources of Sri./ Smt/  
Kum..... S/o /D/o/w/o .....of Village  
/Town.....Door No.....Mandal .....Dist.....is Rs.  
.....(Rupees.....only)The  
Aadhaar Number of the applicant.....

This certificate is issued for the purpose of filing application for sanction of  
Scholarship / Fee reimbursement, a availment of benefits under any scheme of  
Government, as requested by the applicant. This certificate will be valid for a period  
of one year) fom the date of issue.

Signature of the Tahsildar /  
Deputy Tahsildar

To  
Sri / Smt.

Name (in block letters)  
Emp. Code.....  
.....Mandal  
.....District